

**Harrison School Board – District #36
Roundtable Committee – September 22, 2008**

President L. Amettis called the meeting to order at 5:06 p.m.

Upon roll call –

Present: Mrs. Parks, Mrs. Amettis

Absent: Mr. Nothdorf, Mr. Wood, Mr. Watkins, Mr. Sell, Mrs. Mayer

Also Present: Dr. Gildea, Mrs. Huff, Deputy A. Knop, Detective K. Mandernack, Fire Chief J. Rice

Safety / Crisis Plan Review

- Fire and evacuation procedures – grade levels transported to specific off-site location. Build relationships with area churches.
- Police – Review adobe maps of floor plans and exits.
 - Send via email attachment.
 - Contact information of personnel (maintenance, custodial, principal, superintendent) and tactical plan.
 - Training plan is also uploaded w/ crisis response
 - Floor plan, general photos, exits and arrows.
 - Preparation is key. Information is secure to safety departments.
 - Grants funding supported this communication upgrade.
 - Offsite communications center should be set up for contacts.
 - Natural gas and gas leak information. Move out of building until it is decreed safe is recommended change.
 - MSDS (chemicals, data sheet) are stored near where item is stored. Need to be updated and possibly scanned and dated for access.
 - Mass decontamination is possible.
- Follow legal guidance on bomb threats. Sheriff department does not have position. Can be safer inside / take a look at state template. Will need to check with attorney.

With no further business, meeting adjourned at 6:51 p.m.

Cathy Coffey
Secretary

Linda Amettis
President